



KAY IVEY  
GOVERNOR

STATE OF ALABAMA  
**DEPARTMENT OF MENTAL HEALTH**  
**RSA UNION BUILDING**  
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KIMBERLY G. BOSWELL  
COMMISSIONER

## EMPLOYMENT OPPORTUNITY

**JOB TITLE:** MH Specialist III

**NUMBER:** 22-04

**JOB CODE:** A6500

**DATE:** February 4, 2022

**SALARY RANGE:** 78 (\$51,177.60 - \$77,892.00)

**PCQ#:** 8812775

**JOB LOCATION:** Department of Mental Health  
RSA Union Building  
100 North Union Street  
Montgomery, AL 36130-1410

### MINIMUM QUALIFICATIONS:

- Master's degree in a human services field.
- 48 months or more experience in the development, provision, and/or monitoring of intervention and treatment services (within the adult or child/adolescent mental health/substance use field) with serious mental illness, serious emotional disturbance, or substance use treatment.

**OR**

- 24 months or more experience as a Mental Health Specialist II in the development, provision, and/or monitoring of intervention and treatment services.
- **Preference will be given to individuals with 24 months or more experience in an administrative or supervisory capacity.**

*Human services field includes the following disciplines: Social Work, Psychology, Criminal/Juvenile Justice, Special Education, Sociology, Speech Education, Rehabilitation, Counseling, Speech Pathology, Audiology, Nursing, Physical or Occupational Therapy, and any related academic disciplines associated with the study of Human Behavior, Human Skill Development, or Basic Human Care Needs.*

### NECESSARY SPECIAL REQUIREMENTS:

- Must be willing to travel.
- Must have a valid driver's license to operate a vehicle in the State of Alabama.

### KIND OF WORK:

- Oversees the planning and implementation of grant and project activities.
- Participates in the development and implementation of the SAMHSA Integrated Primary Care and Behavioral Health grant.
- Serves as a liaison between agencies involved in the project to include communicating/coordinating with external consultants and technical assistance advisors.

- Assists in development and implementation of data collection and analysis process, tracks outcomes and assists staff at the provider level set measurable goals for improved performance.
- Generates, coordinates, and disseminates reports to community provider sites to ensure project compliance and ensures all staff are hired at participating community mental health center, as well as ongoing monitoring of the local site.
- Meets with provider staff on an ongoing basis in order to monitor and effectively develop and implement strategies for successful program outcomes.

**REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES:**

- Knowledge of serious mental illness, severe emotional disturbance, substance use treatment and prevention in the public mental health system provided by state and local public mental health agencies, other state agencies and organizations, and private agencies.
- Knowledge of working with consumer/parent support organizations.
- Knowledge of the method and process for successful organizational change for the purposes of transitioning individuals, teams, and organizations towards a desired goal.
- Knowledge and experience with implementing grants.
- Knowledge of training/development principles, practices, and techniques.
- Knowledge of and ability to develop plans for program development consistent with recognized evidence-based/best practices, recovery concepts, and peer support specialists.
- Ability to establish/maintain effective working relationships with state level staff, service providers, stakeholders, the business community, and the public.
- Ability to effectively interact with individuals and their families.
- Ability to prepare grant applications in accordance with federal guidelines.
- Ability to develop short- and long-range plans.
- Ability to develop, organize, and conduct meetings, trainings, and workshops effectively.
- Ability to provide consultation and technical assistance.
- Ability to provide excellent communication and interpersonal skills.
- Ability to take initiative, work independently, identify and resolve problems, and overcome obstacles.
- Ability to express ideas clearly, both verbally and in writing.
- Ability to travel frequently to project sites within the state and possibly occasional travel out of state.
- Ability to proficiently operate a personal computer to include Microsoft Word, Access, and Excel.

**METHOD OF SELECTION:** Applicants will be rated based on an evaluation of their education, training, and experience and should provide adequate work history identifying experiences related to duties and minimum qualifications as mentioned above. All relevant information is subject to verification. Drug screenings and security clearance will be conducted on prospective applicants being given serious consideration for employment and whose job requires direct contact with clients.

**HOW TO APPLY:** Use an official application for Professional Employment (Exempt Classification) which may be obtained from our website at [www.mh.alabama.gov](http://www.mh.alabama.gov). **Only work experience detailed on the application will be considered.** Applications should be submitted by the deadline to be considered. Announcements open until filled will remain open until a sufficient applicant pool is obtained. Applications should be submitted as soon as possible to ensure the application will be considered for the position. Copies of License/Certifications should be uploaded with your application. A copy of the academic transcript is required.

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Appointment of successful candidate will be conditional based on receipt of the official transcript provided by the school, college, or university.

**DEADLINE: February 18, 2022**

**EQUAL OPPORTUNITY EMPLOYER**

Click Here to Apply:

<https://laserfiche.alabama.gov/Forms/ADMH-Job-Application>